

GREAT ADDINGTON PARISH COUNCIL

Thursday 13 July 2017

To members of the public

You are hereby invited to attend a meeting of Great Addington Parish Council to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 19 July 2017 at 7:45 pm for the purpose of transacting the following business.

H. Hoier

Mrs Helen Hoier (Clerk/RFO to the Council)
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AGENDA

17/614 Formalities.

- a) **To receive and approve apologies for absence.**
The Council will receive any apologies from Councillors and consider formal approval of the reasons provided.
- b) **To receive information requests/comments from members of the public.**
The Council will receive and process any information requests/comments from members of the public in accordance with the Freedom of Information Act 2000 and Standing Orders.
- c) **To receive declarations of discloseable pecuniary/other interests by Councillors and dispensation requests.**
Councillors will refer to the latest guidance regarding declaration of discloseable pecuniary interests (DPIs) and granting of dispensations.
- d) **To resolve to exclude members of the public from the meeting when agenda items containing confidential information are transacted.**
The Council will consider whether this procedure is required for any agenda items containing confidential information.

17/615 To confirm the minutes of the meeting held on Wednesday 21 June 2017.

Subject to approved amendments, the minutes of this meeting will be confirmed as a correct record and a copy will be published on the Council's website.

17/616 Minor items (for information and/or delegated action only).

- a) **To receive and note reports from District and County representatives.**
 - (i) Cllr D Hughes (ENC Woodford Ward).
 - (ii) Cllr S Hughes (NCC Irthlingborough Division).
- b) **To receive and note decisions notified by ENC Planning Services.**
17/00958/FUL full planning application for the proposed single storey rear extension incorporating flat roof, plus Juliet balcony to first floor bedroom at The Spinneys, Woodford Road, Great Addington.
Notification has been received that this full planning application has been permitted subject to conditions.
- c) **To receive and note correspondence/reports/publications from other organisations.**
 - (i) E-mail regarding the Keep Britain Tidy Love Parks Week 2017.
 - (ii) E-mail regarding the National Plant Monitoring Scheme 2017.
 - (iii) HMRC Business Help and Support (June/July 2017).
 - (iv) Rural Services Network (June/July 2017).
- d) **To receive and note the action log from previous meetings.**
The Council will receive and note updates from Councillors and the Clerk regarding the progress of delegated actions/on-going items which are not within the Four Year Plan.

- 17/617 East Northamptonshire Council (ENC).**
To receive and note ENC correspondence/reports/publications (for information only).
- a) Council meeting documents.
 - b) Joint Standards Complaints Committee meeting documents.
- 17/618 Northamptonshire County Council (NCC).**
To receive and note NCC correspondence/reports/publications (for information only).
- a) E-mail regarding the NCC Commissioning Healthwatch Northamptonshire 2018-2021 Consultation.
 - b) E-mail regarding the NCC Commissioning Support for the Voluntary and Community Sector 2018-2021 Consultation
 - c) E-mail regarding the Northamptonshire Highways Parish Satisfaction Questionnaire.
- 17/619 Constituency for Corby.**
To receive and note parliamentary correspondence/reports/publications sent on behalf of Mr T Pursglove MP (for information only).
Tom Pursglove MP's Westminster Report (June/July 2017).
- 17/620 To note the latest details of this Council's Four Year Plan; confirm its priorities; and consider the options and resources available regarding achieving its short, medium and long term objectives (including any legal responsibilities).**
The Council will note the latest details of this action plan which has been introduced by the Chairman to assist in confirming the Council's priorities, achieving its objectives and monitoring its progress over the next four years.
- a) To note the latest details and consider proposals by this Council regarding upgrading the street lighting.
 - b) To note the latest details and consider proposals by this Council regarding its purchase of traffic calming schemes.
 - c) To note the latest details and consider proposals by this Council regarding its purchase of a village commemorative sign.
 - d) To note the latest details and consider proposals by this Council regarding its review of governance documents.
 - e) To note the latest details and consider proposals by this Council regarding its adoption of the red telephone box in Main Street.
- 17/621 Community.**
- a) To consider this Council's response to the Office of Northamptonshire Police and Crime Commissioner Fire Governance Consultation.
The Council will consider its response to this consultation proposing the transfer of governance of the Fire and Rescue Service from the Fire Authority to the Police and Crime Commissioner for which the deadline is Tuesday 1 August 2017. Background information has been circulated previously and is available using the link below:
<http://www.northantspcc.org.uk/northants-fire-proposals/>
 - b) To approve this Council's copy for the August 2017 issue of Saints Alive!
The Council will approve copy to be submitted along with the regular items for inclusion in this issue for which the deadline is Thursday 20 July 2017.
- 17/622 Northamptonshire Action with Communities in Rural England (NACRE)/Northamptonshire County Association of Local Councils (NCALC)/Society of Local Council Clerks (SLCC).**
- a) To note the latest details of NACRE/NCALC/SLCC conference and training courses.
The Council will consider attendance at these events to ensure awareness of the latest legislation and/or recommended good practice.
 - (i) SLCC Regional Training Seminar on Wednesday 6 September 2017 at £82.80 inclusive of 20% VAT per delegate.
 - (ii) NCALC 70th Annual General Meeting on Saturday 7 October 2017.
 - b) To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).
 - (i) E-mail regarding Transparency Code compliance deadlines.
 - (ii) SLCC News Bulletin (July 2017).
 - (iii) SLCC The Clerk Magazine (July 2017).
- 17/623 Finance.**
- a) To confirm this Council's procedure regarding electronic data backup and storage.
The Council will confirm the frequency of backups and location of storage devices to ensure adequate protection of its electronic data.

- b) **To receive and approve the quarterly statement of receipts and payments under each budget heading.**
The Council will receive and scrutinise these documents to enable it to monitor actual performance against its budget, consider explanations of any significant variances and approve corrective action if necessary.
- c) **To receive and approve the monthly financial statements and bank reconciliation.**
The Council will receive and scrutinise these documents to ensure that its bank balances reconcile to receipts and payments.
- d) **To approve payments in accordance with relevant legislation.**
The Council will approve the monthly schedule of payments once confirmation has been received that the proposed transactions have been budgeted accurately.
- (i) **Payment to Unity Trust Bank plc for service charges (April-June 2017).**
PAY000011 - £18.00 (Local Government Act 1972, s 111).
 - (ii) **Payment to E.ON Energy Solutions Ltd (Highway Lighting) for street lighting maintenance (April-June 2017).**
CHQ300013 - £92.18 inclusive of 20% VAT (Parish Councils Act 1957, s 3).
 - (iii) **Payment to JME Ground Services Ltd for All Saints Church mowing (June 2017).**
CHQ300014 - £67.50 inclusive of 20% VAT (Local Government Act 1972, s 215).
 - (iv) **Payment to E.ON for street lighting energy (April-June 2017).**
CHQ300015 - £427.46 inclusive of 5% VAT (Parish Councils Act 1957, s 3).
 - (v) **Payment to RAO Stationers for a laptop bag and riser.**
CHQ300016 - £54.85 inclusive of 20% VAT (Local Government Act 1972, s 111).

17/624 To confirm any additional business to be included on the agenda of the next meeting.

The Council will note any additional business and confirm if it is of sufficient relevance to be included on the agenda of the next meeting.

17/625 To confirm and list action items from this meeting.

The Council will confirm details of the activity/task, person delegated and completion date for each action item from the meeting.

17/626 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 16 August 2017 at 7:45 pm).